

The Division of Public School Academic Facilities & Transportation (*Division*) will provide a web-based training for the 2016 Master Plan and 2017-2019 funding cycle Partnership Program project applications. The Division requests and urges all superintendents, facilities consultants, facility managers, school district personnel, and/or any person(s) closely associated with the school district's Master Plan and/or the district's Partnership Program project application process to participate in the training. The training will be available beginning July 1, 2015.

The training does not require attending a meeting, only viewing it on a laptop, iPad, desktop, or computer with internet access. The connection information is:

1. Website address MediaNetwork.k12.ar.us
2. Select "*ADE Academic Facilities*" on center left of page.
3. Select "*Master Plan*" in center left of page.
4. Select "*Login as guest*".
5. Select "*Master Plan Training Video*" on center left of the page.
6. Move cursor over viewing screen, select a segment to view, and click on the right-facing lower left chevron (*arrow*) to play the video.
7. Submit questions as needed. To view answers and FAQs, perform steps 1-4 above, then for step 5 select "*Frequently Asked Questions*" on center left of page.

School districts are encouraged to re-read the [Master Plan Rules](#) and the [Partnership Program Rules](#) to assure compliance with submission requirements and are encouraged to contact their Area Project Manager–Planning & Construction for more information or assistance.